



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

ACCESSORY DWELLING UNITS (ADU)

GENERAL INFORMATION

An Accessory Dwelling Unit (ADU) is a separate dwelling unit with separate cooking facilities that are substantially contained within the structure of a single family residence (attached) or an outbuilding which is an accessory structure to such residence (detached). The City of Liberty Lake Development Code permits ADUs as Limited Uses in the R-1, R-2, and R-3 Residential Zones and the M-1, M-2, and M-3 Mixed Use Zones. ADUs assist people in remaining independent or in retaining a single-family lifestyle on a limited income, while the development standards for ADUs are intended to control development scale and avoid or minimize impacts associated with traffic, parking, and design compatibility. ADUs must also conform to the adopted City building codes. If there is a conflict between the City Development Code and Building Code, the Building Code regulations shall prevail. Additionally, ADUs need to comply with the setback requirements and other applicable regulations for each zone, please consult the City of Liberty Lake Development Code for more information. If you live in a PUD (Planned Unit Development), you will also need to check your neighborhood CCRs.

This handout serves as a brief overview on ADUs, for more information on specific requirements, please refer to the City of Liberty Lake Development and Building Codes.

DEVELOPMENT STANDARDS

Attached Accessory Dwelling Unit (ADU) - R-1, R-2, & R-3 Zones:

- One off-street parking space shall be required for the ADU, in addition to the off-street parking required for the principal unit.
- The ADU shall be a complete, separate housekeeping unit that is within or attached to the principal unit with a common wall(s) and that meets the building code requirements for floor area and room sizes.
- The ADU shall be clearly a subordinate part of the principal unit. In no case shall it be more than 35% of the principal unit's total livable floor area, above grade, nor more than 900 square feet, whichever is less.
- The ADU shall not have more than 2 bedrooms.
- A maximum of one ADU is allowed per lot. An attached ADU shall not be allowed on lots containing a detached ADU, duplex, or multi-family dwelling.
- An ADU shall not be permitted if the principal unit is less than 1,200 square feet.
- The ADU shall be designed in a manner so that the appearance of the principal unit remains that of a single-family residence. The ADU and its entrance shall be located in such a manner as to be unobtrusive in appearance when viewed from the front of the lot.
- The principal unit or ADU shall be owner-occupied.

Attached Accessory Dwelling Unit (ADU) - M-1, M-2, & M-3 Zones:

- One off-street parking space shall be required for the ADU, in addition to the off-street parking required for the principal unit or mixed use building.
- The ADU shall be a complete, separate housekeeping unit that is within or attached to the principal unit or mixed use building with a common wall(s) and that meets the building code requirements for floor area and room sizes.
- The ADU shall be clearly a subordinate part of the principal unit or mixed use building. In no case shall it be more than 35% of the principal unit's total livable floor area, above grade, nor more than 900 square feet, whichever is less. Within mixed use buildings, one or more dwelling units shall not comprise more than fifty percent (50%) of the total gross floor area of any building.
- The ADU shall not have more than 2 bedrooms.
- A maximum of one ADU is allowed per lot. An attached ADU shall not be allowed on lots containing a detached ADU, duplex, or multi-family dwelling. Within mixed use buildings, one or more dwelling units shall be allowed only in a building or structure with commercial / retail or business / office use on the entire ground floor.
- An ADU shall not be permitted if the principal unit or mixed use building is less than 1,200 square feet.
- The ADU shall be designed in a manner so that the appearance of the principal unit remains that of a single-family residence or mixed use building. The ADU and its entrance shall be located in such a manner as to be unobtrusive in appearance when viewed from the front of the lot.
- The principal unit or ADU shall be owner-occupied, not applicable for mixed use buildings.
- Common open space dedicated for the use of the residents of the dwelling units shall be provided at two hundred (200) square feet per unit for the first twelve (12) units with an additional one hundred (100) square feet per unit for greater than twelve (12) units up to a maximum of five thousand (5,000) square feet. Minimum for any dimension of dedicated, common open space shall be ten (10) feet.

Detached Accessory Dwelling Unit (ADU) - R-1, R-2, & R-3 Zones:

- One off-street parking space shall be required for the ADU, in addition to the off-street parking required for the principal unit.
- The ADU shall be a complete, separate housekeeping unit, that meets the building code requirements for floor area and room sizes.
- The ADU shall not be more than 35% of the principal unit's total livable floor area, above grade, nor more than 900 square feet, whichever is less.
- The ADU shall not have more than 2 bedrooms.
- A maximum of one ADU is allowed per lot. A detached ADU shall not be allowed on lots containing an attached ADU, duplex, or multi-family dwelling unit.
- The ADU shall have a pitched roof with a minimum slope of 4 and 12.
- When measured from ground level, the ridge of the ADU's pitched roof shall not exceed 24 feet or the height of the principal unit, whichever is less.
- Detached ADU's shall not be allowed on lots that are less than 8,000 square feet in size.
- The ADU shall be designed in a manner so that the appearance of the lot remains that of a single-family residential lot. The detached ADU shall be unobtrusive in appearance when viewed from the front of the lot. A minimum 6 foot sight-obscuring fence shall be required to buffer a detached ADU from adjacent lots, unless waived in acknowledged writing by abutting property owners.
- The principal unit or ADU shall be owner-occupied.
- Home occupations will be allowed within the detached accessory dwelling unit.

Detached Accessory Dwelling Unit (ADU) - M-1, M-2, & M-3 Zones:

- One off-street parking space shall be required for the ADU, in addition to the off-street parking required for the principal unit.
- The ADU shall be a complete, separate housekeeping unit, that meets the building code requirements for floor area and room sizes.
- The ADU shall not be more than 35% of the principal unit's total livable floor area, above grade, nor more than 900 square feet, whichever is less.
- The ADU shall not have more than 2 bedrooms.
- A maximum of one ADU is allowed per lot. A detached ADU shall not be allowed on lots containing an attached ADU, duplex, or multi-family dwelling unit.
- The ADU shall have a pitched roof with a minimum slope of 4 and 12.
- When measured from ground level, the ridge of the ADU's pitched roof shall not exceed 24 feet or the height of the principal unit, whichever is less.
- Detached ADU's shall not be allowed on lots that are less than 8,000 square feet in size.
- The ADU shall be designed in a manner so that the appearance of the lot remains that of a single-family residential lot. The detached ADU shall be unobtrusive in appearance when viewed from the front of the lot. A minimum 6 foot sight-obscuring fence shall be required to buffer a detached ADU from adjacent lots, unless waived in acknowledged writing by abutting property owners.
- The principal unit or ADU shall be owner-occupied.
- Home occupations will be allowed within the detached accessory dwelling unit.

Basic Building Code Requirement Overview:

An attached ADU is a second dwelling unit in a single family residential structure. It will be a separate living space, with a kitchen, bathroom, bedroom, and living room, and a separate entrance from that of the principal, larger dwelling . . . in effect a duplex. A detached ADU is a second dwelling unit located on the same lot as a single family residential structure and may be located above or abutting a detached garage or other accessory structure. ADUs must be inspected to verify that certain life safety issues set forth in the adopted City Building Code (International Building Code) have been addressed prior to occupancy.

- Walls and/or floors separating dwelling units must meet one-hour fire-resistive construction requirements. This usually means the installation of 5/8 inch type "X" gypsum wall board on each side of 16 inch center framing, but may vary depending on your existing construction.
- A separate closet must be provided.
- A kitchen sink, cooking appliance, and refrigeration facilities need to be provided, each having a clear working space of not less than 30 inches in front.
- Light and ventilation in the unit must also be considered.
- A separate bathroom containing a water closet, lavatory, and bathtub or shower is necessary.
- Emergency egress is required from all sleeping rooms. This can be an exterior door or window. If a window is provided, it must meet the following:
 - Net clear opening 5.7 square feet.
 - Net clear opening height 24 inches.
 - Net clear opening width 20 inches.
 - Finished sill height 44 inches above the floor (maximum).

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- Separate access / exit which is a minimum of a 3-foot exterior door in required.
- Separate heating system:
 - The Uniform Mechanical Code requires that the return air from a heating system not be circulated from one dwelling unit to another. This may require a separate heating system be installed, unless you utilize electric baseboard heat. Any existing forced air heating/cooling ducts serving space to be occupied by the new unit will need to be closed and sealed. If electric baseboard heat is installed to serve as the heating system for the new unit, it may require upgrades to your electrical service.
- Smoke detectors:
 - Power source. In new construction smoke detectors need to receive their primary power from the building wiring and shall be equipped with a battery backup. The detector must emit a signal when the batteries are low. Wiring is to be permanent and without a disconnecting switch other than those required for over-current protection. Smoke detectors may be solely battery operated when installed in existing buildings.
 - Location within dwelling units. A detector must be installed in each sleeping room and at a point centrally located in the corridor or area giving access to each separate sleeping area. When the dwelling unit has more than one story and in dwellings with basements, a detector shall be installed on all levels. In dwelling units where the ceiling height of a room open to the hallway serving the bedrooms exceeds that of the hallway by 24 inches or more, smoke detectors shall be installed in the hallway and in the adjacent room. Detectors shall sound an alarm audible in all sleeping areas of the dwelling unit.

APPLICATION PROCESS

A completed City of Liberty Lake building permit application and supporting construction documents will need to be submitted for review by the Planning & Community Development Department to ensure compliance with the City Development and Building Codes. If the proposed ADU meets City standards, a building permit can usually be issued within a week. The following are minimum required submittals, please consult the Planning & Community Development Department for additional information:

- Completed Building Permit Application
- Completed Mechanical & Plumbing Permit Applications
- Copy of Sewer / Water Permit (Detached ADU only)
- Site plan - (Attached & Detached ADU, submit 2 - 8.5" x 11" minimum):
 - Scale & North Arrow, name and address of project designer, if applicable.
 - The proposed development site, including boundaries, dimensions, and gross area;
 - The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements;
 - The location and dimensions of all existing and proposed structures, utilities, pavement, and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan. Features that will be removed shall be noted;
 - All proposed buildings must show porches, walks, decks, overhangs, etc., as applicable
 - Lot drainage (engineered plan if required), if applicable
 - Other information, determined by P&CD. The City may require studies or exhibits prepared by qualified professionals to address specific site features (e.g., traffic, noise, environmental features, natural hazards, etc.), in conformance with the Development Code.

When plans are prepared by Washington State registered design professionals, Liberty Lake requires, that at a minimum, the cover sheet of the construction drawings shall include the original signed seal of the Architect and/or Engineer of record for the project. Other sheets may also require original seals.

- Construction Drawings - (Detached ADU only, submit 2 sets - 11" x 17" minimum):
 - Foundation plans
 - Floor plan
 - Room uses & dimensions
 - Window & door sizes (label egress)
 - Ventilation & radon mitigation
 - Plumbing fixture & mechanical equipment locations
 - Electrical fixture locations including panel, switches, lighting, & fans
 - Elevations
 - Cross sections
 - Typical wall section from footing through roof showing full details
 - Structural details
 - Framing plan showing connection details and braced wall panel locations
 - Required engineered details need stamp & signature of engineer (braced wall panels)
 - Energy calculations, if applicable (forms can be obtained from the SBCC website)
- Construction Drawings - (Attached ADU only, submit 2 sets - 11" x 17" minimum):
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 - Elevations
 - Cross sections, if applicable
 - Typical wall section from footing through roof showing full details
 - Structural details, if applicable
 - Framing plan showing connection details and braced wall panel locations
 - Required engineered details need stamp & signature of engineer (braced wall panels)
 - Energy calculations, if applicable (forms can be obtained from the SBCC website)
- Additional items:
 - Curb cuts and driveway approaches may require an Approach Permit obtained through Planning & Community Development
 - Electrical permits for work in Liberty Lake can be obtained from the Washington State Department of Labor and Industries, (324-2640). For connection to the power distribution lines, contact the serving utility

Please note that while every effort is made to assure the accuracy of the information contained in this brochure it is not warranted for accuracy. This document is not intended to address all aspects or regulatory requirements for a project and should serve as a starting point for your investigation.

For detailed information on a particular project, permit, or code requirement refer directly to applicable file and/or code/regulatory documents or contact the City of Liberty Lake Planning & Community Development Department.

FOR MORE INFORMATION PLEASE CONTACT:

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